

WILLOUGHTON PARISH COUNCIL

GRANT APPLICATION FORM

Please complete the form below and submit it by email to the Clerk. All grants are considered on a monthly basis at the Parish Council's Full Council meeting. Please ensure you contact the Clerk before submitting your application to ensure it is in time for being published on the agenda. No grants can be considered unless they are published on the meeting agenda.

Name/Address of organisation/individual:

Contact telephone number:

Briefly describe the project for which you require a grant:

How much funding are you applying for? £

How will the funding benefit the community or residents of Willoughton?

Details of any grants received from Willoughton Parish Council in the past three years with dates:

Please give us details of the bank account that the grant should be paid into if approved.

Name of Account

Account number

Sort Code

Please ensure the following supporting documentation accompanies your application if applicable:

- Your most recent accounts;
- Your most recent bank account statement;
- A copy of your constitution;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- Any other documentation you feel may help in assessing your application.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I agree that Willoughton Parish Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Willoughton Parish Council may pass details onto a official organisation where required to do so by law or contract. I understand that my data will be disposed of securely 6 years after the application and that I have the right to correct the information at any time. I have been made aware of my rights under GDPR.

Declaration: I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

Signed

Date